**Medicaid Cost Settlement for Behavioral Health**

In the spring of 2012, the Department of Health and Hospitals (“DHH”) received authorization from the Center for Medicare and Medicaid Services (“CMS”) to reimburse local education agencies for behavioral health services provided to Medicaid eligible students who have a disability and an IEP that authorizes the service. DHH is now reviewing the cost settlement for the period of January 1, 2012 through June 30, 2012.

As per the DHH State Plan Amendment, the final payment (cost settlement) to each LEA is the lesser of:

1) The number of units billed multiplied by $100 or,

2) The federal share of cost as determined by the Mental Health Services Cost Report for each LEA provider.

In order to complete this process, documentation of services provided between 1/1/2012 and 6/30/2012 must be available to review. There was no approved avenue for submitting behavioral health claims during this period of time to provide the documentation needed. The LDOE has agreed to assist in meeting the requirements for the cost settlement process.

Participation in this endeavor is strictly voluntary and applies only to the following LEAs who are interested in submitting a claim for services rendered to qualified students from 1/1/2012- 6/30/2012.

Acadia, Ascension, Avoyelles, Bienville, Caddo, Calcasieu, Caldwell, Catahoula, Claiborne, Concordia, DeSoto, EBR, Iberia, Iberville, Jefferson, Lafourche, LaSalle, Lincoln, Livingston, Morehouse, Natchitoches, Orleans, Ouachita, Plaquemines, Pointe Coupee, Rapides, Richland, Sabine, St. Bernard, St. James, St. John, St. Tammany, Tangipahoa, Terrebonne, Washington, Webster, West Feliciana, Winn, Monroe City, Zachary, Central, Recovery School Districts, Martin Behrman Charter, and O. Perry Walker College & Career Charter School.

To be approved for the behavioral health cost settlement for the months of 1/1/2012 – 6/30/2012 the following criteria must be met:

1. The LEA cost report for Behavioral Health Staff submitted to DHH.
2. Documentation of services rendered 1/1/2012 – 6/30/2012. This documentation may be submitted in either of two formats; the LDOE SER Related Services/Medicaid (RSM) Tracking System or the attached Excel spreadsheet.

Service data (encounters) may be entered directly into the LDOE SER RSM Tracking System individually by each behavioral health provider. This is the preferred method. Utilization of this system will be the most efficient and most reliable approach to capturing the necessary data.

Service data may also be submitted by your service providers to the District Medicaid Administrator. The data must be compiled in the Excel format provided and transferred in a secured electronic format to [Janice.Fruge@la.gov](mailto:Janice.Fruge@la.gov). Other forms of documentation will not be accepted.

If you choose to utilize the Excel spreadsheet please provide the following instructions to your behavioral health providers:

* Behavioral Health providers must be identified individually (*Full name, no initials*).
* List the date(s) of service and the student’s name (*List only those students who are classified as having a disability and have an IEP requiring behavioral health services*).
* Indicate the type of service as:
  + *Psychological Service (1) Any BH encounter provided by licensed or certified psychologists*
  + *Social Work Service (2) Any BH encounter provided by licensed or master level SW’s*
  + *Counseling Service (3) Any BH encounter provided by LPCs or school counselors*
* Indicate the number of units provided for each encounter. (1 unit = 15 minutes.)
* Only providers whose salaries were paid with state or local dollars during 1/1/2012 – 6/30/2012 should complete this form.

The deadline for data entry or form submission is 2/28/2013. Payments will be processed after a review of service data to validate billable units for the service provider.

This process is voluntary and will not affect your ability to submit future claims for behavioral health services should you choose not to participate in this cost settlement. If you have any questions, please contact Janice Fruge at 342-5992.